

**Voters
Fund
a
Project
of
Planned
Parenthood
of
Houston
and
Southeast
Texas
Action
Fund,
Inc**

July 2, 1997

RECEIVED
FEDERAL ELECTION
COMMISSION

JUL 3 9 15 AM '97

Mr. J. P. Andre
Reports Analyst, Reports Analysis Division
Federal Election Commission
999 E Street NW
Washington, D. C. 20463

Identification Number: C00312082

Reference: 30 Day Post-General Report (10/17/96-11/25/96) and
Year-End Report (11/26/96-12/31/96)

Dear Mr. Andre:

We are writing this letter in response to two letters from you (referenced above). Your letters raised questions concerning certain information contained in our reports. Clarification of the items cited follows:

30 Day Post General Report (10/17/96 - 11/25/96)

- Schedule B discloses \$835.93 in payments to the connected organization for in-kind contributions. These expenditures were reimbursements to our connected organization for various expenses. These PAC expenses were carefully recorded and promptly invoiced to the PAC at fair market value by the connected organization. Please note that they represented in-kind contributions from the the PAC to the candidates' campaigns. These were not in-kind contributions from the connected organization to the PAC.
- Schedule D discloses \$3,198.69 in debts. The original form was apparently completed incorrectly and an amended Schedule D is enclosed. The debts incurred totalled only \$1,206.15. The figure you cite includes cumulative balance forward amounts as well as actual amounts incurred. Again, the debts incurred reflect the expenditures described above.
- As a new PAC completing forms for the first time, we relied heavily on the information and instructions provided by the FEC in its publication, "Campaign Guide for Corporations and Labor Organizations" and information provided by FEC staff on your 800 telephone number. From our reading of the "Guide" we understood that we should report all outstanding obligations. We did not find any indication in the "Guide" that there were any restrictions or special requirements for payables to our connected organization. These debts have all been paid in full. That payment would have been reflected on our April 15, 1997 quarterly report; however,

3601 Fannin
Houston, TX 77004
713 522-6363

since this is a non-election year, we were not required to file that report. Our July 31 report will be mailed next week and will reflect the payment in full. We have now been made aware that certain expenditures for staff time may require advance payment. Policies and procedures are now in place to ensure that we meet this requirement.

- Line 10 of the Summary Page of the report discloses a total of \$1,206.15 in debts. The amount shown on the Summary Page is correct as noted above and an amended Schedule D is submitted with this letter.

Year End Report (11/26/96 - 12/31/96)

- Schedule D of previous report, disclosed a debt owed to connected organization. Your letter asks us to correct Schedule D and Line 10 of the Summary Page to correct an apparent discrepancy. It should be noted that Schedule D was correct and we are enclosing an amended Summary Page with the correct balance of \$1,529.34 reflected on Line 10. We did not understand that debts for all periods must be reflected and not just the current period as the heading on Column A suggests.

We appreciate this opportunity to correct and clarify our reports. Please feel free to contact me at 713/526-8701 during business hours if you have any further questions regarding this matter.

Sincerely,



Susan B. Kennedy
Treasurer

enclosures (2)

Amended 30 Day Post General Report (10/17/96-11/26/96) Summary Page/Schedule D
Amended Year End Report (11/26/96-12/31/96) Summary Page

REPORT OF RECEIPTS AND DISBURSEMENTSFor Other Than An Authorized Committee
(Summary Page)RECEIVED
FEDERAL ELECTION
COMMISSION
PUBLIC DISCLOSURE
DIVISION**AMENDED**
JUL 7 9 49 AM '97

1. NAME OF COMMITTEE (in full) Planned Parenthood of Houston and Southeast Texas Action Fund, Inc. PAC	
ADDRESS (number and street) 3601 Fannin	<input type="checkbox"/> Check if different than previously reported
CITY, STATE and ZIP CODE Houston, TX 77004	

2. FEC IDENTIFICATION NUMBER C-0031282
3. <input checked="" type="checkbox"/> This committee has qualified as a multicandidate committee. (see FEC FORM 1M)

4. TYPE OF REPORT

- (a) ☐ April 15 Quarterly Report
- ☐ July 15 Quarterly Report
- ☐ October 15 Quarterly Report
- ☐ January 31 Year End Report
- ☐ July 31 Mid Year Report (Non-election Year Only)
- ☐ Termination Report

Monthly Report Due On:

- | | | |
|--------------------------------------|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> February 20 | <input type="checkbox"/> June 20 | <input type="checkbox"/> October 20 |
| <input type="checkbox"/> March 20 | <input type="checkbox"/> July 20 | <input type="checkbox"/> November 20 |
| <input type="checkbox"/> April 20 | <input type="checkbox"/> August 20 | <input type="checkbox"/> December 20 |
| <input type="checkbox"/> May 20 | <input type="checkbox"/> September 20 | <input type="checkbox"/> January 31 |

- ☐ Twelfth day report preceding _____ (Type of Election)
election on _____ in the State of _____
- ☒ Thirtieth day report following the General Election on
11/5/96 in the State of Texas

(b) Is this Report an Amendment?

☒ YES ☐ NO

SUMMARY	COLUMN A This Period	COLUMN B Calendar Year-to-Date
5. Covering Period <u>10/17/96</u> through <u>11/25/96</u>		
6. (a) Cash on Hand January 1, 19 <u>96</u>		\$ - 0 -
(b) Cash on Hand at Beginning of Reporting Period	\$ 3,589.38	
(c) Total Receipts (from Line 19)	\$ 1,020.00	\$ 5,900.00
(d) Subtotal (add Lines 6(b) and 6(c) for Column A and Lines 6(a) and 6(c) for Column B)	\$ 4,609.38	\$ 5,900.00
7. Total Disbursements (from Line 30)	\$ 4,176.29	\$ 5,466.91
8. Cash on Hand at Close of Reporting Period (subtract Line 7 from Line 6(d))	\$ 433.09	\$ 433.09
9. Debts and Obligations Owed TO the Committee (Itemize all on Schedule C and/or Schedule D)	\$ - 0 -	For further information contact: Federal Election Commission 999 E Street, NW Washington, DC 20463 Toll Free 800-424-9530 Local 202-219-3420
10. Debts and Obligations Owed BY the Committee (Itemize all on Schedule C and/or Schedule D)	\$ 1,206.15	
I certify that I have examined this Report and to the best of my knowledge and belief it is true, correct and complete.		

Type or Print Name of Treasurer Susan B Kennedy	Date 7/2/97
Signature of Treasurer <i>Susan B Kennedy</i>	

NOTE: Submission of false, erroneous, or incomplete information may subject the person signing this Report to the penalties of 2 U.S.C. §437g.

FEC FORM 3X

(revised 9/93)

SCHEDULE D
(Revised 3/80)

DEBTS AND OBLIGATIONS
Excluding Loans

AMENDED

Page 1 of 1 for
LINE NUMBER 10
(Use separate schedules
for each numbered line)

Name of Committee (in Full)	Outstanding Balance Beginning This Period	Amount Incurred This Period	Payment This Period	Outstanding Balance at Close of This Period
Planned Parenthood of Houston and Southeast Texas Action Fund, Inc. PAC				
A. Full Name, Mailing Address and ZIP Code of Debtor or Creditor Planned Parenthood of Houston and Southeast Texas Action Fund, Inc. 3601 Fannin Houston, TX 77004	\$370.22	\$96.79		
Nature of Debt (Purpose): Salary Expense - Direct Mail				
B. Full Name, Mailing Address and ZIP Code of Debtor or Creditor Planned Parenthood of Houston and Southeast Texas Action Fund, Inc. 3601 Fannin Houston, TX 77004		\$147.96		
Nature of Debt (Purpose): Postage - Direct Mail				
C. Full Name, Mailing Address and ZIP Code of Debtor or Creditor Planned Parenthood of Houston and Southeast Texas Action Fund, Inc. 3601 Fannin Houston, TX 77004		\$295.59		
Nature of Debt (Purpose): Lampson Share - PAC portion of Voter Guide costs				
D. Full Name, Mailing Address and ZIP Code of Debtor or Creditor Planned Parenthood of Houston and Southeast Texas Action Fund, Inc. 3601 Fannin Houston, TX 77004		\$295.59		1,206.15
Nature of Debt (Purpose): Bentzen share - PAC portion of Voter Guide costs				
E. Full Name, Mailing Address and ZIP Code of Debtor or Creditor				
Nature of Debt (Purpose):				
F. Full Name, Mailing Address and ZIP Code of Debtor or Creditor				
Nature of Debt (Purpose):				

1) SUBTOTALS This Period This Page (optional)

2) TOTALS This Period (last page in this line only)

3) TOTAL OUTSTANDING LOANS from Schedule C (last page only)

4) ADD 2) and 3) and carry forward to appropriate line of Summary Page (last page only)

\$1,206.15

\$1,206.15

Federal Election Commission
ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS

The Commission has added this page to the end of this filing to indicate how it was received.

☒ Hand Delivered

DATE OF RECEIPT

7-7-97

☐ First Class Mail

POSTMARKED

☐ Registered/Certified Mail

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☐ No Postmark

☐ Postmark Illegible

☐ Received from the House Office of Records
and Registration

DATE OF RECEIPT

☐ Received from the Senate Office of Public
Records

DATE OF RECEIPT

☐ Other (Specify):

POSTMARKED

and/or DATE OF RECEIPT

SLS

PREPARER

7-7-97

DATE PREPARED